

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**Cabot Place, Phase II**  
**Box 4600**  
**St. John's, NF**  
**A1C 5T2**  
**Bid Fax: (709) 772-4603**

**INVITATION TO TENDER**  
**APPEL D'OFFRES**

**Tender To: Public Works and Government Services  
Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Soumission aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
PWGSC / TPSGC - Nfld. Region  
Cabot Place, Phase II, 6th Floor  
Box 4600  
St. John's, NF  
A1C 5T2

<b>Title - Sujet</b> CCGS Louis St. Laurent Marine Light	
<b>Solicitation No. - N° de l'invitation</b> F6855-144009/A	<b>Date</b> 2015-04-15
<b>Client Reference No. - N° de référence du client</b> F6855-144009	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$OLZ-002-6323
<b>File No. - N° de dossier</b> OLZ-4-37248 (002)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-05-01</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Newfoundland Daylight Saving Time NDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Dalton, Colleen	<b>Buyer Id - Id de l'acheteur</b> olz002
<b>Telephone No. - N° de téléphone</b> (709) 772-4931 ( )	<b>FAX No. - N° de FAX</b> (709) 772-4603
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF FISHERIES AND OCEANS C/O SUPPLY DEPOT SOUTHSIDE RD PO BOX 5667 ST JOHNS Newfoundland and Labrador A1C5X1 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## TABLE OF CONTENTS

### PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Requirement
3. Debriefings

### PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Applicable Laws

### PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

### PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

### PART 5 – CERTIFICATIONS

1. Certifications Required Precedent to Contract Award

### PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Requirement
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Payment
7. Invoicing Instructions
9. Certifications
10. Applicable Laws
11. Optional Goods and/or Services
12. Priority of Documents

### List of Annexes:

Annex A	Mandatory Requirements
Annex B	Requirement – Basis of Payment
Annex C	Information for Integrity Provisions
Annex D	Statement of Requirement

## **PART 1 - GENERAL INFORMATION**

### **1. Security Requirement**

There is no security requirement applicable to this Contract.

### **2. Requirement**

The Department of Fisheries and Oceans has a requirement to purchase replacement fluorescent lighting for the Louis St. Laurent's accommodation spaces. The current lighting consists of : four foot recessed fixtures to match Dampa ceiling panels with and without dimmable ballast capabilities; two foot recessed fixture to match Dampa ceiling panels; four foot bulkhead mounted alleyway fixtures with and without final resource lighting (120v DC emergency power feed) and two foot bulkhead mounted alleyway fixtures. All existing fixtures have T12 tubes and compatible ballasts per fixture. A list of mandatory requirements are included in this document.

### **3. Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

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## **PART 2 - BIDDER INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2014/09/25) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

"Subsections 04 and 05 of Section 01 Integrity Provisions - Bid of the Standard Instructions (2003) incorporated by reference above are deleted in their entirety and replaced with the following:

1. Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner, at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA). These bidders must diligently inform Canada in writing of any changes affecting the list of directors during this procurement process as well as during the contract period.

2. Canada may, at any time, request that a bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals mentioned above within a specified time frame. Failure to provide such consent forms and associated information within the time frame provided, or failure to cooperate to the verification process, will result in the bid being declared non-responsive."

### **2. Submission of Bids**

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

### **3. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Newfoundland and Labrador.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **1. Bid Preparation Instructions**

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (one hard copy)

Section II: Financial Bid (one hard copy)

Section III: Certifications (one hard copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.

## 1.2 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **1.1 Technical Evaluation**

See Annex A to detailed requirement.

#### **1.2 Financial Evaluation**

SACC Manual Clause A0222T (2013-04-25), Evaluation of Price

### **2. Basis of Selection**

#### **2.1 Basis of Selection – Mandatory Technical Criteria**

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical to be declared responsive. The lowest overall responsive bidder will be recommended for award of the contract.

## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications and associated information to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

### **1. Certifications Required Precedent to Contract Award**

#### **1.1 Integrity Provisions - Associated Information**

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

#### **1.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Employment and Social Development Canada (ESDC) - Labour's website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

### **2. Additional Certifications Required Precedent to Contract Award**

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

## PART 6: RESULTING CONTRACT CLAUSES

### 1. Security Requirement

There is no security requirement applicable to this Contract.

### 2. Requirement

The Department of Fisheries and Oceans has a requirement to purchase replacement fluorescent lighting for the Louis St. Laurent's accommodation spaces. The current lighting consists of : four foot recessed fixtures to match Dampa ceiling panels with and without dimmable ballast capabilities; two foot recessed fixture to match Dampa ceiling panels; four foot bulkhead mounted alleyway fixtures with and without final resource lighting (120v DC emergency power feed) and two foot bulkhead mounted alleyway fixtures. All existing fixtures have T12 tubes and compatible ballasts per fixture. A list of mandatory requirements are included in this document.

### 3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 3.1 General Conditions

2010A (2014-09-25), General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

### 4. Term of Contract

#### 4.1 Delivery Date

All the deliverables are requested in four shipments over the next 12 months.

Can this be met \_\_\_\_ yes \_\_\_\_ no

Please provide the best available date for the first shipment: \_\_\_\_\_.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Colleen Dalton  
Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch



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10 Barter's Hill, The John Cabot Building, 7th Floor  
St. John's, NL A1C 5T2

Telephone: (709)772-4931

Facsimile: (709)772-4603

E-mail address: colleen.dalton@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

## 5.2 Project Authority

The Project Authority for the Contract is:

Terry Sheppard

Project Officer

Department of Fisheries and Oceans – Canadian Coast Guard

Telephone: (709)772-4614

E-mail address: terry.shppard@dfo-mpo.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

## 5.3 Contractor's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

## 6. Payment

### 6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price, as specified in Annex A for a cost of. \$ \_\_\_\_\_.

Customs duties are excluded and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

## **6.2 Single Payment**

SACC Manual clause H1000C (2008-05-12) Single Payment

## **7. Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **8. Shipping Instructions – Delivery at Destination**

Goods must be consigned and delivered to the destination specified in the contract: at the following address:

CCGS Warehouse 05C  
13 Akerley Blvd  
Dartmouth, Nova Scotia  
B3B 1J6  
C/O CCGS Louis St. Laurent

## **9. Certifications**

### **9.1 Compliance**

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## **10. Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Newfoundland and Labrador.

## 12. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the standard instruction 2003 (2014/09/25)
- (c) the general conditions 2010A (2014-09/25), General Conditions – Goods (Medium Complexity);
- (d) Annex A, Requirement – Basis of Payment;
- (e) Annex B, Information for Integrity Provisions;
- (f) the Contractor's quote dated \_\_\_\_\_.

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**ANNEX A****Mandatory Requirements****Marine Type Style Lights:**

A). Flush mount fixture lenses are to be of 3mm FRI K12 acrylic material construction.

Met: ☐ Yes ☐ No

B). Cornice bulkhead mounted fixture lenses to be 3mm opel smooth finish.

Met ☐ Yes ☐ No

C). The flush mount fixture is to be for recessed flush mounting.

Met ☐ Yes ☐ No

D). The flush mount fixture must clear the existing cut-outs in the Dampa panel ceiling and fit securely with the interlocking Dampa retaining system.

Met ☐ Yes ☐ No

E). The flush mount fixture is to have 1 (1/2 inch) knockout on back center to match the existing cable entry.

Met ☐ Yes ☐ No

F). Cornice bulkhead mounted fixtures to have 1 (1/2 inch) knockout in the center top for cable entry.

Met ☐ Yes ☐ No

G). Lens to be secured with spring clips or screws.

Met ☐ Yes ☐ No

H). Ballast for dimmable fixtures to be 120Volt, 60 Hz libe voltage control.

Met ☐ Yes ☐ No

I). Ballast is to be Instant Start, 120-277Volt AC, 50/60HZ minimum starting temp -18 degrees C for standard fixtures.

Met ☐ Yes ☐ No

J). The fixture is to be IP20, UL1598 and UL1598A marine supplement.

Met ☐ Yes ☐ No

K). Fixture is to have all internal stranded wire for marine specifications.

Met ☐ Yes ☐ No

L). Fixture must have terminal block for wiring connections with wire protection.

Met ☐ Yes ☐ No

M). Fixture to be corrosion resistant aluzink material, with Epoxy powder coated white RAL 9016.

Met ☐ Yes ☐ No

N). Potential bidder to include a product sheet or specification sheet of the item being offered.

Met ☐ Yes ☐ No

#### **Marine Type Vapour Tight Fixture:**

A). Ballast is to be Instant Start, 120-277Volts AC, 50/60HZ, minimum starting temp -18 degrees C for standard fixtures.

Met ☐ Yes ☐ No

B). The fixture is to be IP20, UL1598 and UL1598A marine supplement.

Met ☐ Yes ☐ No

C). Fixture is to have all internal stranded wire for marine specifications.

Met ☐ Yes ☐ No

D). Fixture must have terminal block for wiring connections with wire protection.

Met ☐ Yes ☐ No

E). Fixture to be corrosion resistant aluzink material with Epoxy powder coated white RAL 9016.

Met ☐ Yes ☐ No

F). Fixture to have clear polycarbonate diffuser, feed through wiring up to 23A, 4x M20 cable entries supplied complete with two polyamide glands, and two M20 nickle plated brass blind plugs, Ingress protection min IP54, all internal hardware to be stainless steel, seamless deep drawn housing, stainless steel lens clips.

Met ☐ Yes ☐ No

G). Potential bidders to include a product sheet or specification sheet of the item being offered.

Met ☐ Yes ☐ No

## Annex B Requirement & Pricing

### Requirement

The Department of Fisheries and Oceans has a requirement to purchase replacement fluorescent lighting for the Louis St. Laurent's accommodation spaces. The current lighting consists of : four foot recessed fixtures to match Dampa ceiling panels with and without dimmable ballast capabilities; two foot recessed fixture to match Dampa ceiling panels; four foot bulkhead mounted alleyway fixtures with and without final resource lighting (120v DC emergency power feed) and two foot bulkhead mounted alleyway fixtures. All existing fixtures have T12 tubes and compatible ballasts per fixture. A list of mandatory requirements are included in this document.

### Pricing

Four foot flush mounted fixtures with 3 x 25 T8 fluorescent tubes, standard ballast and acrylic lenses. Fixtures must fit into the existing Dampa ceiling panels with dimensions as per sketch (1).

**\$ \_\_\_\_\_/ea (qty 240)**

Four foot flush mounted fixtures with 3 x 25 T8 fluorescent tubes, dimmable line voltage ballast and acrylic lenses. Fixtures must fit into the existing Dampa ceiling panels with dimensions as per sketch (1).

**\$ \_\_\_\_\_/ea (qty 40)**

Two foot flush mounted fixtures with 2 x 17 T8 fluorescent tubes, standard ballast and acrylic prismatic lenses. Fixtures must fit into the existing Dampa ceiling panels with dimensions as per sketch (2).

**\$ \_\_\_\_\_/ea (qty 10)**

Four foot bulkhead mounted alleyway fixtures with 3 x 32 T8 fluorescent tubes, center tube is separately switched for final resource lighting 120v DC, with standard ballast and opal acrylic lenses. Cornice fixtures must meet the dimensions as per sketch (3).

**\$ \_\_\_\_\_/ea (qty 80)**

Marine type vapour tight fixtures with 2 x 32 T8 fluorescent tubes. Fixtures must meet the dimensions as per sketch (4). Bolt hole to accept minimum 3/8 bolt.

**\$ \_\_\_\_\_/ea (qty 80)**

17w spares                      **\$ \_\_\_\_\_/ea (qty 12)**

25w spares                      **\$ \_\_\_\_\_/ea (qty 50)**

32w spares                      **\$ \_\_\_\_\_/ea (qty 50)**

Solicitation No. - N° de l'invitation

F6855-144009/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

olz002

Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

F6855-144009

OLZ-4-37248

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Freight to final destination (**per order**)

\$ \_\_\_\_\_

**Notes:**

**\* Freight charge is an estimate only and will be paid at actual laid down cost supported by an invoice with no mark-up.**

**\* All mandatory requirements must be met before any evaluation of price will occur.**

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**ANNEX C****INFORMATION FOR INTEGRITY PROVISIONS****MUST BE COMPLETED BY OFFEROR WITH BID SUBMISSION**

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

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2. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

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3. For a Joint Venture - the names of all current members of the Joint venture;

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4. For an individual - the full name of the person;

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